



Texas Department of Transportation

VEHICLE TITLES AND REGISTRATION DIVISION • AUSTIN, TEXAS 78779-0001 • (512) 465-7611

December 11, 2000

Registration and Title Bulletin # 112-00

TO: All County Tax Assessor-Collectors
SUBJECT: Title Issuance for All-terrain Vehicles (ATVs)

PURPOSE

To provide procedures for the issuance of titles for ATVs.

DETAILS

The purpose of this letter is to respectfully remind you of the correct procedures that should be followed when issuing titles on ATVs. It has been brought to our attention that when a customer wants to title an ATV there is some confusion on how these title transactions should be handled. All titles for ATVs should be processed through RTS using the Title Event and "Off-Highway Use" as the title type. These transactions should not be handled as "Title Only." When these transactions are treated as "Title Only" the "Off-Highway Use" title type does not print on the title.

COUNTY ACTION

When processing these types of transactions, the RTS title event should be used. The clerks need to select "ORIGINAL" and "OFF-HIGHWAY USE" as the title type. Attached is a copy of the title types screen providing the necessary steps to enable the remark.

DEPARTMENT ACTION

All title transactions on ATVs processed as "Title Only" will be rejected back to counties for processing in the RTS Title Event- "Off Highway Use" title type.

VTR CONTACT PERSON(S)

If you have any further questions or need additional information, please contact your local Regional Office or the Customer Service Help Desk at (512) 302-2250 or 1-877-933-2020. Thank you.

Sincerely,

Daniel Hunt

for Jerry L. Dike, Director
Vehicle Titles and
Registration Division

Attachment

NO RECORD FOUND

Select one: _____

☒ Original☐ Corrected☐ Registration Purposes Only☐ Non-Titled

Check if applicable: _____

☒ Off-Highway Use☐ Vehicle stolen - Waive registrationTitle Transaction Date:

12/07/2000

Enter**Cancel****Help**